## **Reporting OE Tracker Transcripts to CE Broker**

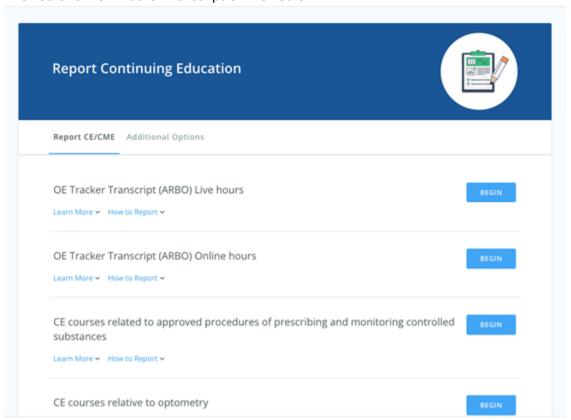
The Board's utilization of CE Broker by no means restricts SC licensees from continuing to use OE Tracker. In fact, understanding that many licensee utilize this tracking system, CE Broker has built a reporting system to include the ability for licensees to pull their OE Tracker report and upload the transcript in one entry into the CE Broker system.

When uploading an OE Tracker transcript, licensees have the ability to break out the hours into the specific subject hours as required by the Board Practice Act. Licensees may continue to utilize OE Tracker and prior to license renewals, downloading an OE Tracker transcript and entering CE information into CE Broker so that compliance is shown and the renewal can proceed without issue.

The Board **does not** expect licensees to enter in each course they have taken individually. The OE Tracker transcripts contains the required CE validation data.

For your convenience, below are a few screenshots of the OE Tracker transcript entry process:

• When uploading the OE Tracker transcript, licensees are to select the "OE Tracker Transcript Live hours" or "OE Tracker Transcript Online hours".



 After selecting on the option, the system allows you to enter a breakdown of the total hours for each section.

